Welcome to Miami Dade College’s School of Continuing Education and Professional Development (SCEPD). Our programs serve the greater Miami Dade County and beyond. We encourage you to visit our eight campuses to learn more about our programs and meet with our representatives. There is something for everyone. We offer high-quality classroom and online courses for adults and summer camps for children. SCEPD can train you in the latest workforce programs you need for a promotion or a new job. We offer dozens of courses for you and your family to invest in a new hobby in the arts or athletics. We also train companies of all sizes in customized classes to meet your needs.

**VISION**
To be the premier provider of diverse life-long learning and workforce development experiences for the community.

**MISSION**
The School of Continuing Education and Professional Development’s (SCEPD) mission is to create high-quality workforce training, adult education programs, and personal enrichment courses that are accessible to the community. The School provides innovative educational experiences that are responsive to the needs and interest of the industry and life-long learners of all ages.

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**CLASS LOCATIONS**
Unless otherwise noted, classes meet at MDC North Campus (address above).

*Fees are subject to change without notice.*
AQUATIC CENTER

SWIMMING

Level 1 - Introduction to Water Skills (Ages 6 - 15)
Level 1 helps participants feel comfortable in the water. Students will learn to enter and exit water independently, fully submerge their face, exhale underwater, bobbing, opening their eyes underwater and picking up submerged objects. In addition, students will learn how to float, glide and roll front to their back. Basic water safety topics will be covered.

$52 | 3.5 Hours
14151 9/7 - 10/19 Sa 9:50 - 10:20 a.m.

Level 2 - Fundamental Aquatic Skills (Ages 6 - 15)
Fundamental Aquatic Skills for future swimmers: Students entering this course must have a Level 1 certificate or must be able to demonstrate all the completion requirements of Level 1. Students in this level should not be fearful of the water and have basic propulsion skills in the water.

$77 | 5.25 Hours
14152 9/7 - 10/19 Sa 10:30 - 11:15 a.m.

Level 3 - Stroke Development (Ages 6 - 15)
Students entering this course must have a Level 2 certificate or must be able to demonstrate all the completion requirements in Level 2. Students should be able to independently swim 15 yards in the water.

$77 | 5.25 Hours
14143 9/7 - 10/19 Sa 10:30 - 11:15 a.m.

Parent and Child Aquatics 1 (Ages 2-3)
This class is designed to introduce kids of ages 2-3 years old to the pool with their parent or guardian. Parents should plan on going into the water. Swimming readiness will be taught by leading parents and their children in water exploration activities with the objectives of having fun and becoming comfortable in and around the water.

$52 | 3.5 Hours
14140 9/7 - 10/19 Sa 12:20 a.m. - 12:50 p.m.

Parent and Child Aquatics 1 (Ages 2-3)
This class is designed to introduce babies ages 6 to 24 months to the pool with their parent or guardian. A parent or guardian must go into the water with the child. Swimming readiness will be taught by leading parents/guardians and their children in water exploration activities with the objectives of having fun and becoming comfortable in and around the water.

$52 | 3.5 Hours
14142 9/7 - 10/19 Sa 12:20 a.m. - 12:50 p.m.

Private Swim Classes
You can choose your preferred time and location and we will organize the swimming classes according to your availability.

$183 | 3 Hours
12151 8/26 - 10/5 M&TuWThF Sa
15500 10/14 - 12/7 M&TuW ThF Sa

Preschool Aquatics Level 1 (Ages 4-5)
A parent or guardian must go in the water with the child. Children are taught total immersion, swimming to the side of the pool, flutter kick, paddling with arms, breaststroke, jumping in, and diving for toys. Water safety is emphasized.

$52 | 3.5 Hours
14145 9/7 - 10/19 Sa 9:10 - 9:40 a.m.

Swimming for Adults Beginners
Designed for adults with minimum swimming experience, this class teaches American Red Cross swimming skills. Participants will learn to tread water and float. Additionally, they will be introduced to freestyle, American crawl, breaststroke and elementary backstroke styles.

$77 | 5.25 Hours
14148 9/7 - 10/19 Sa 11:25 a.m. - 12:10 p.m.

Swimming for Adults Intermediate
Adult students will continue to improve on their swimming strokes. Participants will improve their arm and leg coordination for the American crawl, breaststroke, butterfly, back crawl and backstroke. Glides, breathing control and underwater swimming will be practiced. Students must demonstrate all completion requirements of Swimming for Adults Beginners.

$77 | 5.25 Hours
14150 9/7 - 10/19 Sa 11:25 a.m. - 12:10 p.m.

The cost of these non-credit programs is not funded by the state of Florida. The fees charged to students cover the cost of instruction.
PROFESSIONAL AND WORKFORCE TRAINING

ACCOUNTING APPLICATIONS

QuickBooks 2015 Level 1
Learn how QuickBooks makes it easy to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts, and statements, track your payables, inventory, and receivables, create estimates and generate reports.
$325 | 24 Hours
13493 -

QuickBooks Level 1
Learn how QuickBooks makes it easy to set up a chart of accounts; reconcile your checking account; create and print invoices, receipts and statements; track your payable, inventory and receivables; create estimates and generate reports.
$325 | 24 Hours
14422 -

QuickBooks Nivel 1
En esta clase de QuickBooks obtendrá el conocimiento necesario para empezar a utilizar este increíble programa de contabilidad. Usted aprenderá a establecer un plan de cuentas, reconciliar su cuenta de cheques, crear e imprimir facturas, recibos y declaraciones, estar al tanto de sus cuentas por pagar, inventarios y cuentas por cobrar y también a crear presupuestos e informes. La clase es dictada en español. El programa y el libro que se utilizan para la clase son en inglés.
$315 | 24 Hours
12418 -

ACCOUNTING, BOOKKEEPING & OFFICE SKILLS

Bookkeeping - Level 1
Good record keeping is essential for your business. Learn how to record journal entries and produce financial statements. (Prerequisite for Certified Bookkeeper Exam Preparation Course).
$159 | 20 Hours
13478 -

INSURANCE INDUSTRY

Accredited Claims Adjuster State Designation Pre-Licensing Course (6-20/3-20)
This 40-hour state designation course is approved by the Florida Department of Financial Services (FLDFS) for company (6-20) and independent (3-20) adjusters. All of the students take an end-of-course exam; however, only the ACA students are exempt from the state exam. Upon completion of the course, the ACA students will be eligible to apply for the state license. The book is required on the first day of class and must be purchased at the campus bookstore: Accredited Claims Adjuster Study Manual, latest edition.
$509 | 40 Hours
13722 10/5 - 10/19 SaSu 8:30 a.m. - 4:30 p.m.

Public Adjuster and ACA State Designation Pre-Licensing Course (3-20/6-20)
This 50-hour course will prepare students for the public adjuster (3-20) state examination. Participants must complete the 40-hour ACA State Designation course, the apprenticeship requirements and pass the state examination to qualify for the public adjuster license. The book is required on the first day of class and must be purchased at the campus bookstore: Accredited Claims Adjuster Study Manual, latest edition. This course includes 10 hours of state exam preparation. For more information, refer to http://www.myfloridacfo.com/Agents/Licensure/General/docs/31-20.htm.
$659 | 50 Hours
13723 10/19 - 11/24 SaSu 9 a.m. - 2 p.m.

Title Agent Pre-Licensing Course (4-10) - State ID# 3431
This 40-hour course is required by the state for individuals interested in becoming licensed title agents. Title Agents handle real estate closings. This course is approved by the Florida Department of Financial Services (FLDFS). The book is required. For information regarding your state exam and license, visit: www.myflorida.com/Division/Agents
$489 | 40 Hours
13721 9/28 - 10/12 SaSu 9 a.m. - 2 p.m.

PERSONAL AND PROFESSIONAL DEVELOPMENT

Notary Public Workshop
The Notary Public class is designed to prepare students to be commissioned as a Florida Notary Public. Students will learn the following: Florida Notary laws, powers and limitations, qualifications and application requirements, form completion requirements, required fees, oaths and acknowledgments, duties, procedures and ethics.
$65 | 3 Hours
12150 12/7 Sa 9 a.m. - Noon
13477 9/21 Sa 9 a.m. - Noon

M=Monday (Lunes) Tu=Tuesday (Martes)
W=Wednesday (Miércoles) Th=Thursday (Jueves)
F = Friday (Viernes) Sa=Saturday (Sábado)
Su=Sunday (Domingo)
Parking Enforcement Specialist (PEST)
The course provides information on state and local ordinances that govern parking, how to communicate with the public and via a radio with the agency. In addition, the student learns how to operate an official agency vehicle and check the vehicle for safety. The third main area of study is how to prepare for court. Upon successfully passing of training test, the student will receive a certificate of completion.

$95 | 16 Hours
13104  9/21 - 9/22  SaSu  8:30 a.m. - 4:30 p.m.
13105  11/16 - 11/17  SaSu  8:30 a.m. - 4:30 p.m.

Signing Agent Workshop
You must be a Notary Public to become a Signing Agent. Students completing the course will be able to perform the functions of Mobile Notaries or Signing Agents, who are used by lenders to handle mortgage closings. Signing Agents are not Title Agents.

$95 | 3 Hours
12161  11/23  Sa  9 a.m. - Noon

REAL ESTATE INDUSTRY

Home Inspection Pre Licensing Provider #0002375 (State Course ID No. 0000004)
This 120-hour pre-licensing home inspection course is approved by the state. Students successfully taking this course receive a certificate of completion, which will qualify them to take the state exam. The course covers the following components of a home, per Florida Statutes: Structure, electrical system, HVAC system, roof covering, plumbing system, interior components, exterior components and site conditions. Students must attend 100% of the hours to receive their certificate. Students who miss a class must register and pay for a make-up class. This class includes 80 face-to-face hours and 40 hours of field inspection. Book is required on the first day of class.

$819 | 120 Hours
14023  9/28 - 11/23  SaSu  8:30 a.m. - 4:30 p.m.

Real Estate Exam Retake
This course is for students retaking the end-of-course exams.

$18 | 3 Hours
12413  11/7  Th  6:30 - 9:30 p.m.

Real Estate Sales Associate License Exam Preparation - Book Included
This 63-hour state-required course will prepare you to sit for the state exam. Textbook included: Florida Real Estate Principles, Practices and Law, latest edition.

$397 | 63 Hours
13152  9/10 - 11/7  TuTh  6:00 - 9:30 p.m.

Repeat - Real Estate Sales Associate License Exam Preparation
This course is designed for students who have taken and failed the end-of-the-course exam twice and need to repeat the entire course. This is a requirement of the Florida Real Estate Commission.

$158 | 63 Hours
13385  9/10 - 11/7  TuTh  6:00 - 9:30 p.m.

Corporate Income Tax Preparation
This course provides participants with an understanding of the principles and limitations of corporate income taxes. Particular emphasis will be directed to the unitary business principle, the determination of apportion income, the apportionment formula, combined reporting and various other issues associated with income attribution and apportionment. It includes the following topics: pre-audit procedures, conducting unitary investigations, computing combined income, analyzing business/non-business income issues, computing state modifications, computing the combined apportionment factor, computing net operating losses and analyzing nexus issues.

$159 | 20 Hours
13192  10/12 - 11/16  Sa  9 a.m. - 1 p.m.

Personal Income Tax Preparation
Learn the fundamental requirements for filing a personal income tax return. Topics include requirements for filing an income tax return, dependents, taxable and nontaxable income, deductions and exemptions and tax credits. After completing this course, students will be able to complete a typical federal income tax return for individual taxpayers. This class does not use or cover any specific tax preparation software.

$159 | 20 Hours
12873  9/7 - 9/21  Sa  9 a.m. - 1 p.m.

THE NONPROFIT INSTITUTE

Grant Proposals
This course will cover identifying funding opportunities, matching funder preference with site needs, assessing organizational capacity, conducting research to support grant writing process and creating broad community partnerships.

$125 | 6 Hours
14479  10/26  Sa  8:30 a.m. - 3:00 p.m.

The cost of these non-credit programs is not funded by the state of Florida. The fees charged to students cover the cost of instruction.
Grants and Proposals Concept Development
Students will acquire the hands-on experience and skills to develop grant and proposals concept paper which are the foundation to a successful grant. This course will cover identifying a problem, conducting a literature review and identifying best practices; determining strategies and solutions, identifying partnerships and establishing collaborative relationships and developing the concept paper.
$145 | 8 Hours
14476 9/7 - 9/14 Sa 8:30 a.m. - 12:30 p.m.

Types of Grant and Proposals
Students will acquire the hands-on experience and skills to compare grant funding. This course will cover learning about the different types of grants and comparing funding sources: local, state, federal, private and corporate.
$175 | 10 Hours
14480 11/16 - 11/23 Sa 8:30 a.m. - 1:30 p.m.

Writing Winning Grant Proposals
Students will acquire the hands-on experience and skills to write winning grant proposals. This course will cover creating templates for letters of commitment, creating an outline for a grant proposal, customizing existing templates for common grant sections, creating a budget, avoiding common proposal weaknesses, acting as a liaison to funding agency during proposal development and evaluating grant proposals.
$195 | 12 Hours
14478 9/28 - 10/12 Sa 8:30 a.m. - 12:30 p.m.

CONSTRUCTION INDUSTRY

OSHA 10 for the Construction Industry
This OSHA authorized course will cover OSHA standards, teach safety awareness, and help employees and employers reduce the risk of job site hazards. Students who successfully complete the course will receive an OSHA 10-hour completion card and a completion certificate via email.
$95 | 10 Hours
14458 9/21 - 9/28 Sa 8:30 a.m. - 1:30 p.m.

OSHA 30 for the Construction Industry
This is a comprehensive safety program designed for anyone involved in the construction industry. Specifically devised for safety directors, foremen, and field supervisors, the program provides complete information on OSHA compliance issues. A wallet card and a certificate will be issued certifying that the student has completed 30 hours of OSHA training for the construction industry.
$225 | 30 Hours
13161 10/26 - 11/17 SaSu 8:30 a.m. - 1:30 p.m.

Forklift Certification
Students will be required to watch a FL-OSHA State compliance video on safety rules and regulations. Answer a 40 questions written test and receive comprehensive hands-on forklift training.
$99 | 3 hours
15534 9/14 Sa 9:00 a.m. - Noon
15535 10/12 Sa 9:00 a.m. - Noon
15536 11/16 Sa 9:00 a.m. - Noon
15537 12/14 Sa 9:00 a.m. - Noon

FITNESS AND SPORTS

AQUATIC CERTIFICATION AND SAFETY COURSES

Certified Pool/Spa Operator
Join our excellent CPO 16-hour course from the National Swimming Pool Foundation, the only nationally recognized certification program, which covers pool and spa chemistry, testing, treatment, filtration, maintenance and government requirements.
$335 | 16 Hours
14326 9/14 - 9/21 Sa 8:30 a.m. - 4:30 p.m.
14328 10/26 - 11/2 Sa 8:30 a.m. - 4:30 p.m.

Judo - Kodokan / jiu-jitsu (Ages 16 - adult)
Learn self defense. Kodokan style Judo offers students the opportunity to learn through systematic training. Course covers prescribed techniques for offensive and defensive movements, emphasizing harmony of the body, mind and spirit as it relates philosophical implications of the sport.
$97 | 14 Hours
12345 9/7 - 11/23 Sa 11:30 a.m. - 12:45 p.m.
14166 9/3 - 11/19 Tu 8:00 - 9:15 p.m.

M=Monday (Lunes) Tu=Tuesday (Martes)
W=Wednesday (Miércoles) Th=Thursday (Jueves)
F=Friday (Viernes) Sa=Saturday (Sábado)
Su=Sunday (Domingo)
### ENGLISH PROGRAM

#### English Conversation 1
Beginning class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

- **$135 | 28 Hours**
  - 12877 9/7 - 10/19 Sa 9 a.m. - 1 p.m.
  - 12878 10/26 - 12/14 Sa 9:00 a.m. - 1:30 p.m.

#### English Conversation 2
Intermediate class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.

- **$135 | 28 Hours**
  - 12879 9/7 - 10/19 Sa 9 a.m. - 1 p.m.
  - 12880 10/26 - 12/14 Sa 9:00 a.m. - 1:30 p.m.

#### Intensive English 1
Some knowledge of English is recommended. You will build on your basic knowledge and improve your ability to speak and understand simple sentences in spoken and written English. You will understand structures for simple present, present continuous and simple past tenses in affirmative, negative and interrogative sentences.

- **$199 | 56 Hours**
  - 12143 8/26 - 10/16 MW 6:00 - 9:45 p.m.
  - 12144 10/21 - 12/11 MW 6:00 - 9:45 p.m.

#### Intensive English 2
Learn to carry on simple conversations and read and write using more complex structures. You will learn to use past continuous and future tenses, as well as adjectives and adverbs.

- **$199 | 56 Hours**
  - 12146 8/26 - 10/16 MW 6:00 - 9:45 p.m.
  - 12147 10/21 - 12/11 MW 6:00 - 9:45 p.m.

#### Intensive English 3
Learn to express yourself well by using a variety of verb tenses and phrasal verbs. You will understand and use the present and past perfect tenses.

- **$199 | 56 Hours**
  - 12222 8/27 - 10/17 TuTh 6:00 - 9:30 p.m.
  - 12221 10/22 - 12/17 TuTh 6:00 - 9:30 p.m.

#### Intensive English 4
Review structures from previous levels and learn more sophisticated structures. You will practice the passive voice, embedded questions, tag questions, reported speech and modals.

- **$199 | 56 Hours**
  - 12228 8/27 - 10/17 TuTh 6:00 - 9:30 p.m.
  - 12230 10/22 - 12/17 TuTh 6:00 - 9:30 p.m.

#### Intensive English 5
In this advanced level course you will continue to develop your English language skills through speaking, listening, reading and writing activities. Additional vocabulary will be introduced.

- **$199 | 56 Hours**
  - 14765 8/27 - 10/17 TuTh 6:00 - 9:30 p.m.
  - 15502 10/22 - 12/17 TuTh 6:00 - 9:30 p.m.

### FOREIGN LANGUAGES

#### Spanish Conversation - Beginners
Learn the essential techniques of conversational Spanish in this course which includes an emphasis on vocabulary development, idiomatic expressions and pronunciation. Role-playing and group activities to prepare you for daily conversational situations. You will learn to communicate in Spanish as it is used by ordinary native speakers while also becoming accustomed to the way native speakers speak in real (casual) Spanish dialogue. All explanations are followed by examples of and in practical Spanish language.

- **$139 | 28 Hours**
  - 12432 9/7 - 10/19 Sa 9 a.m. - 1 p.m.
  - 12433 10/26 - 12/14 Sa 9:00 a.m. - 1:30 p.m.

#### Spanish Conversation - Intermediate
Continue practicing Spanish dialogues while reinforcing skills such as expressing ideas, needs and wants. In this conversational course you will engage in role-play and dialogue exercises that mimic everyday situations.

- **$149 | 28 Hours**
  - 13154 9/7 - 10/19 Sa 9 a.m. - 1 p.m.
  - 14420 10/26 - 12/14 Sa 9:00 a.m. - 1:30 p.m.

### CHILD CARE TRAINING

#### Florida Child Care Professional Credential (FCCPCI) (6.0 CEUs)
Este curso es el primero de dos cursos diseñados para que el estudiante obtenga la equivalencia al asociado en educación infantil. El curso está basado y es equivalente al programa del Child Development Associate (CDA). Cuando los estudiantes completen las 120 horas de clase (incluye tareas, exámenes y caja de recursos) 480 horas de experiencia laboral y su evaluación final el Estado de la Florida le otorgará el Certificado Profesional del Cuidado Infantil de la Florida.

- **$439 | 60 Hours**
  - 15369 9/14 - 12/14 Sa 8:30 a.m. - 1:30 p.m.

#### Operación de un Centro Infantil (Credencial de Director)
El Estado de la Florida requiere que se complete este curso aprobado por el Departamento de Niños y Familias para otorgarles el nivel 1 de Credencial de Director del Estado de la Florida. Este curso dirigido a administradores de centros infantiles le permitirá a mejorar su rol de líder y de implementación de programas de educación temprana, abordando en el mismo, temas de estudio tales como: liderazgo organizativo, administración de programas, asuntos legales y financieros.

- **$389 | 45 Hours**
  - 15370 9/7 - 11/2 Sa 8:30 a.m. - 1:30 p.m.

#### Taller para Matrícula Electrónica
Este curso está diseñado para que personas que trabajan con niños se familiaricen con la página web del estado, para que aprendan como crear sus propias cuentas de correo electrónico y su archivo personal en el sistema de DCF.

- **$19 | 2 Hours**
  - 14537 11/18 M 4 - 6 p.m.
  - 14538 9/14 Sa 8 - 10 a.m.
  - 14539 10/26 Sa 8 - 10 a.m.

#### 10 Horas de Prácticas Apropiadas para Niños con Necesidades Especiales
Curso requerido para personas que trabajan con niños incapacitados incluye técnicas para integrar a estos niños en sus respectivos programas educacionales. Requisito para la Credencial de Director. Libro se distribuye en clase. El costo del libro está incluido en el precio de la clase.

- **$99 | 10 Hours**
  - 13628 11/9 - 11/16 Sa 8:30 a.m. - 1:30 p.m.

**REGISTER EARLY!**
Great classes are often cancelled due to insufficient enrollment. We recommend registering at least two days before the start of the class. Register for your class today!

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The cost of these non-credit programs is not funded by the state of Florida. The fees charged to students cover the cost of instruction.
### 30 Hours Child Care Facility Personnel Training

The first course for child care personnel working in a child care facility. The state’s 45-hour training requirement consists of basic training, a five-hour specialized training, (infant-toddler, preschooler, or school-age), a five-hour UDAP (Understanding Developmentally Appropriate Practices) course and a five-hour literacy in-service component. Book is included.

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Times</th>
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<tr>
<td>12253</td>
<td>9/7</td>
<td>10:30 a.m. - 3:30 p.m.</td>
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<td>9/9-10/12</td>
<td>8:30 a.m. - 1:30 p.m.</td>
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<td>12254</td>
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<td>11/2-12/14</td>
<td>8:30 a.m. - 1:30 p.m.</td>
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<td>12255</td>
<td>11/12-12/4</td>
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### 5 Hours of Desarrollo del Lenguaje y la Enseñanza de la Lectoescritura (Early Literacy Training)

Este curso le proporcionará las herramientas necesarias para aumentar y acelerar el desarrollo de sonidos, lenguaje, y literatura temprana en niños. Descubra nuevas formas para ayudar a que los niños desarrollen habilidades básicas esenciales.

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<th>Times</th>
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<tr>
<td>13280</td>
<td>10/19-10/26</td>
<td>Sa</td>
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<tr>
<td>12656</td>
<td>12/7</td>
<td>Sa</td>
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### 5 Hours Infant-Toddler Appropriate Practices

Trains child care personnel to implement a curriculum specific for children, birth to age 3. Book is included.

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<th>Days</th>
<th>Times</th>
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<tr>
<td>12270</td>
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<td>Sa Noon - 5 p.m.</td>
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<tr>
<td>12271</td>
<td>10/26-11/2</td>
<td>Sa</td>
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### 5 Hours Preschool Appropriate Practices

Training for before and after-school care personnel to implement a curriculum specific for children, ages 3 through 5. Book is included.

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<tr>
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<td>12266</td>
<td>9/28-10/5</td>
<td>Sa</td>
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<tr>
<td>12267</td>
<td>11/16</td>
<td>Sa</td>
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### Register Early!

Great classes are often cancelled due to insufficient enrollment. We recommend registering at least two days before the start of the class. Register for your class today!
The **freedom** of doing it online

Take classes from wherever you are and on your own time! We have partnered with leading online training vendors to offer you a robust schedule of online classes. We invite you to visit our website www.mdc.edu/ce/online to review the classes we offer. If you don’t find what you are looking for, please give us a call at 305-237-2543; we might still have it available.

- Foreign Languages
- Graduate Exam Preparation
- Health Care Courses
- Income Tax Preparation
- Microsoft Certifications
- Photography
- Real Estate

305-237-2543
www.mdc.edu/ce/online
### School-Age Appropriate Practices

Training for before and after-school care personnel to implement a program for children, ages 5 through 12. Book is included.

<table>
<thead>
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<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
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<tr>
<td>$49</td>
<td>5</td>
<td>10/26 Sa Noon - 5 p.m.</td>
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### Early Literacy Training English

This course on early literacy for children age birth to 5 contains four training modules: Introduction to Early Literacy, Language Development in Infants and Toddlers, Relationships and Environments Supporting Language Development and Literacy Resources. This course satisfies the early literacy training requirement for child care professionals in child care facilities, family day care homes and large family child care homes.

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$49</td>
<td>5</td>
<td>12/37 10/12 - 10/19 Sa 2:00 - 4:30 p.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>12/38 11/30 Sa Noon - 5 p.m.</td>
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<tr>
<td></td>
<td></td>
<td>12/39 9/25 - 9/26 Whn 6:30 - 9:00 p.m.</td>
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</tbody>
</table>

### Electronic Registration Workshop

This class is designed for students who work with children so that they may become familiar with the State of Florida webpage. They will learn how to create their own accounts within the Department of Children and Families website.

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$19</td>
<td>2</td>
<td>14353 9/7 Sa 8 - 10 a.m.</td>
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<tr>
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<td>14354 10/26 Sa 8 - 10 a.m.</td>
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<tr>
<td></td>
<td></td>
<td>14355 11/12 Tu 4 - 6 p.m.</td>
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</tbody>
</table>

### Understanding Developmentally Appropriate Practice (UDAP)

The goal of this course is to provide child care caregivers with an overview of what developmentally appropriate practice is and why it is important to practitioners in the field.

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
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<td>13512 10/19 Sa Noon - 5 p.m.</td>
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<tr>
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<td>14956 11/20 - 11/21 Whn 6:30 - 9:00 p.m.</td>
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</table>

### COURT-APPROVED COURSES

### Parenting and Family Courses

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$41</td>
<td>4</td>
<td>13629 9/21 Sa 9 a.m. - 1 p.m.</td>
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<tr>
<td></td>
<td></td>
<td>12678 10/26 Sa 9 a.m. - 1 p.m.</td>
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<td></td>
<td></td>
<td>12679 11/23 Sa 9:00 a.m. - 12:30 p.m.</td>
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</tbody>
</table>

### KIDS (SandCastles Program) 11-13 yrs

The Sandcastles Program is a one-time group session for children of divorce. Sandcastles uses a range of innovative techniques designed to help children develop self-expression and problem-solving skills, learn appropriate means of expressing anger and other intense emotions, reach a better understanding of the reality of divorce and recognize their own unique qualities and strengths.

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$41</td>
<td>4</td>
<td>13630 9/21 Sa 9:00 a.m. - 12:30 p.m.</td>
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<td></td>
<td>12680 10/26 Sa 9:00 a.m. - 12:30 p.m.</td>
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<td></td>
<td>12681 11/23 Sa 9:00 a.m. - 12:30 p.m.</td>
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</table>

### KIDS (SandCastles Program) 14-17 yrs

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$41</td>
<td>4</td>
<td>13631 9/21 Sa 9:00 a.m. - 12:30 p.m.</td>
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<td></td>
<td></td>
<td>12682 10/26 Sa 9:00 a.m. - 12:30 p.m.</td>
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<td></td>
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<td>12683 11/23 Sa 9:00 a.m. - 12:30 p.m.</td>
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</tbody>
</table>

### KIDS (SandCastles Program) 6-7 yrs

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
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</thead>
<tbody>
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<td>$41</td>
<td>4</td>
<td>13632 9/21 Sa 9:00 a.m. - 12:30 p.m.</td>
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<td></td>
<td></td>
<td>12684 11/23 Sa 9:00 a.m. - 12:30 p.m.</td>
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</table>

### KIDS (SandCastles Program) 8-10 yrs

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$41</td>
<td>4</td>
<td>13633 9/21 Sa 9:00 a.m. - 12:30 p.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>12685 11/23 Sa 9:00 a.m. - 12:30 p.m.</td>
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</table>

### Parent Education and Family Stabilization Course (CODP)

A four hour seminar designed to help separating and divorcing couples focus on what is in the best interest of their children and how to work more cooperatively with each other.

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<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
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<tbody>
<tr>
<td>$41</td>
<td>4</td>
<td>12671 9/7 Sa 9 a.m. - 1 p.m.</td>
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<td>12672 10/12 Sa 9 a.m. - 1 p.m.</td>
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<td>12673 11/16 Sa 9 a.m. - 1 p.m.</td>
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<td>12674 12/14 Sa 9 a.m. - 1 p.m.</td>
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### THE ARTS

### Theater

<table>
<thead>
<tr>
<th>Price</th>
<th>Hours</th>
<th>Dates/Time</th>
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<tbody>
<tr>
<td>$108</td>
<td>18</td>
<td>14533 9/10 - 9/15 Tu 7 - 10 p.m.</td>
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<tr>
<td></td>
<td></td>
<td>14534 10/22 - 11/26 Tu 7 - 10 p.m.</td>
</tr>
</tbody>
</table>
**MUSIC PROGRAMS**

Akademia Precollege Studies

Akademia is a gradual and outstanding 10-year music educational training program for young artists at the pre-college level. The program is created under the curriculum model of European conservatories and provides a nurturing environment for kids aged 7 to 18 working together with exceptional faculty and acclaimed guest artists.

$360 | 43 Hours

12662 9/7 - 12/21 Sa 10:30 - 11:30 a.m.

Guitar Kids Group (Ages 8 - 15)

This class is designed to help students learn basic chord patterns, picking techniques, two songs and how to tune your guitar. Students will learn which basic chord patterns and rhythm techniques can be applied to different music styles.

$153 | 18 Hours

15486 9/7 - 12/21 Sa Noon - 1:15 p.m.

$93 9 Hours

15484 9/7 - 10/19 Sa Noon - 1:15 p.m.

15485 10/26 - 12/21 Sa Noon - 1:15 p.m.

Piano Group (Ages 8 - 15)

This class is offered to young people between the ages of 8 and 15 years. They will obtain skills such as read simple music notation, sing as they play pieces and play five finger positions in different keys. Students will recognize intervals: (melodic & harmonic), recognize and play simple chords, recognize and learn the meanings of basic music, symbols and vocabulary.

$153 | 18 Hours

15487 9/7 - 12/21 Sa 1:15 - 2:30 p.m.

Piano Group (Ages 8 -15)

This class is offered to young people between the ages of 8 and 15 years. They will obtain the following skills: Read simple music notation, sing as they play pieces, play five finger positions in different keys, recognize intervals: melodic & harmonic, recognize and play simple chords, recognize and learn the meanings of basic music, symbols and vocabulary.

$93 | 9 Hours

12767 9/7 - 10/19 Sa 1:15 - 2:30 p.m.

12768 10/26 - 12/21 Sa 1:15 - 2:30 p.m.

M=Monday (Lunes) Tu=Tuesday (Martes) W=Wednesday (Miércoles) Th=Thursday (Jueves) F=Friday (Viernes) Sa=Saturday (Sábado) Su=Sunday (Domingo)

**PRIVATE MUSIC LESSONS**

Work one-to-one with a teacher for a weekly half-hour or an hour lesson.

Private lessons are taught at all skill levels. Lessons are scheduled on an individual basis, contingent upon teacher availability and student preferences of weekly lesson time.

Please call the department after you register to set up an appointment for your lessons.

**Guitar**

$572 | 14 Full-Hour (14 Hours)

13320 9/7 - 12/20 Sa By Appointment

$315 | 14 Half-Hour (7 Hours)

13319 9/7 - 12/20 Sa By Appointment

$315 | 7 Full-Hour (7 Hours)

13318 9/7 - 12/20 Sa By Appointment

$180 | 7 Half-Hour (3.5 Hours)

13317 9/7 - 12/20 Sa By Appointment

**Violin**

$572 | 14 Full-Hour (14 Hours)

13324 9/7 - 12/21 Sa By Appointment

$315 | 14 Half-Hour (7 Hours)

13323 9/7 - 12/21 Sa By Appointment

$315 | 7 Full-Hour (7 Hours)

13322 9/7 - 12/20 Sa By Appointment

$180 | 7 Half-Hour (3.5 Hours)

13321 9/7 - 12/20 Sa By Appointment

**Voice**

$572 | 14 Full-Hour (14 Hours)

13331 9/7 - 12/20 By Appointment

$315 | 14 Half-Hour (7 Hours)

13325 9/7 - 12/20 By Appointment

$315 | 7 Full-Hour (7 Hours)

13330 9/7 - 12/20 By Appointment

$176 | 7 Half-Hour (3.5 Hours)

13329 9/7 - 12/20 By Appointment

**Other Instruments**

$572 | 14 Full-Hour (14 Hours)

12703 9/7 - 12/20 By Appointment

$315 | 14 Half-Hour (7 Hours)

12702 9/7 - 12/20 By Appointment

$315 | 7 Full-Hour (7 Hours)

12701 9/7 - 12/20 By Appointment

$128 | 7 Half-Hour (3.5 Hours)

12663 9/7 - 12/20 By Appointment

**Suzuki Violin**

Learn to play the Suzuki violin in a mix of group and private lessons. Parents play an integral part in the lessons, and their participation is necessary and must accompany their children six and under at all times. Students may be as young as four years old to register for this course.

$153 | 18 Hours

12670 9/7 - 12/21 Sa 10:00 - 11:15 a.m.

$93 | 9 Hours

12706 10/26 - 12/21 Sa 10:00 - 11:15 a.m.

**Guitar Adult - Intermediate**

Continue playing the guitar and learn more complex chord patterns and rhythm techniques that can be applied to different music styles in this friendly and relaxing intermediate level course.

$153 | 18 Hours

12711 9/7 - 12/21 Sa 10:30 - 11:45 a.m.

**Guitar - Adults (Intermediate)**

$93 | 9 Hours

12770 10/26 - 12/21 Sa 10:30 - 11:45 a.m.

The cost of these non-credit programs is not funded by the state of Florida. The fees charged to students cover the cost of instruction.
THE ARTS . TECHNOLOGY

Piano - Adult Group
Learn the basics of playing the piano in a friendly group of fellow beginners. Small class sizes allow for a high level of personal attention. Classes fill up fast, so register early. Great for building a foundation for future music study on any instrument.

|$93 | 9 Hours
13284  10/26 - 12/21  Sa  2:30 - 3:45 p.m.

Piano Adult Group
Learn the basics of playing the piano in a friendly group of fellow beginners. Small class sizes allow for a high level of personal attention. Classes fill up fast, so register early.

|$153 | 18 Hours
12710  9/7 - 12/21  Sa  2:30 - 3:45 p.m.

55+ Piano Adult Group
Enjoy the challenge of learning the piano in a group setting and share the development of the performing arts. Play the piano and read music while you develop a taste for music appreciation and an improvement in manual dexterity. Must be 55 years old or older to enroll in this class.

|$87 | 18 Hours
13283  9/7 - 12/21  Sa  2:30 - 3:45 p.m.

TECHNOLOGY

BUSINESS TECHNOLOGY

Amazon for Sellers
Learn to sell four categories of items on Amazon Marketplace - new, refurbished, used and collectibles.

|$114 | 8 Hours
15030  10/5 - 10/12  Sa  9 a.m. - 1 p.m.

DIGITAL MARKETING AND GRAPHIC DESIGN

Adobe Photoshop – Basic
Photoshop is the most powerful image editing program used for all design industries, from photography and magazines, to advertising and film. This introductory course will guide you through Photoshop's essentials - the interface, navigation, selections, layers and channels. Hands-on lessons will help develop basic knowledge of image production such as resolution and image size, selection techniques, color models, shortcuts and tips for enhancing productivity. (Textbook and USB drive required).

|$209 | 10 Hours
15028  10/5 - 10/12  Sa  9 a.m. - 2 p.m.

Adobe Photoshop – Intermediate
Take your Photoshop knowledge to the next level by learning tools and techniques for creating and retouching images. Learn how to use layers, image manipulation and effects. Students will have real world exercises in image production and retouching. Subjects such as color correction, photo-restoration, automation, ad production and web graphics will be covered. (Textbook and USB drive required).

|$209 | 10 Hours
15059  10/19 - 10/26 Sa  9 a.m. - 2 p.m.

MICROSOFT OFFICE SUITE

Microsoft Office Basic: Word, Excel and PowerPoint
Learn the basics of Word, Excel and PowerPoint including techniques to merge and import documents with other MS Office modules. This new version will encourage users to share data via the cloud for an easier and accessible experience. (Textbook required)

|$279 | 24 Hours
13675  9/14 - 10/19  Sa  9 a.m. - 1 p.m.

Microsoft Excel for Businesses
Learn the basics of this application including the use of formulas, basic mathematical functions and formatting and how to apply it to keep your business finances in order.

|$279 | 24 Hours
14045  10/26 - 12/14  Sa  9 a.m. - 1 p.m.

NEW TECHNOLOGY USERS

Computers and Windows 10
If you have never used a computer before, this is the right class for you! This class will teach the basics of hardware and software as well as to fully navigate the Windows Operating System. Learn the new features of Windows 10. The program is designed to unify the operating systems of personal computers, Windows phones, Windows Embedded and Xbox One product families. Next Suggested Class - MS Windows 10 - Advanced.

|$189 | 15 Hours
14421  9/28 - 10/26  Sa  9 a.m. – Noon

VIDEO EDITING

Adobe Premiere Pro - Basic
Learn how to create digital movies containing video, audio, transitions, special effects and export a movie in Quick Time format. (Textbook required).

|$209 | 10 Hours
15029  11/16 - 11/23  Sa  9 a.m. - 2 p.m.
WEB DESIGN

Creating WordPress Websites
Discover how to build content management websites and blogs with WordPress.org. Content management lets you control your own site by providing an easy-to-use online administrative area that makes creating and updating content as simple as sending an email—no coding required! Your online visitors will be able to comment on your articles, fill out forms and applications, buy your products and even make appointments. If you want to build or maintain a professional WordPress website with great functionality, this course is for you.

$239 | 24 Hours
14504 9/28 – 11/2 Sa 9 a.m. – 1 p.m.

TEST PREPARATION

COLLEGE ENTRANCE EXAM PREPARATION

SAT Test Preparation - Math
This prep class a must for any college applicant. Take this review of the math skills assessed in the SAT and boost your test scores. The textbook for this class is not included.

$157 | 12 Hours
13614 9/14 – 10/5 Sa 12:30 – 3:30 p.m.

SAT Verbal Preparation
Maximize your test score. Review the verbal skills presented in the SAT and learn tips, test-taking strategies and other techniques. This course is part of the Kids/Teen College Summer Program. The textbook for this class is not included.

$157 | 12 Hours
13285 9/14 – 10/5 Sa 8:30 – 11:30 a.m.

GRADUATE EXAM PREPARATION

GRE Intensive Test Review
Study for the GRE test and gain that extra push. This review course will help students with the extra motivation and the strategies needed to optimize their scores. This is a quick, but comprehensive review that covers both the math and verbal sections.

$324 | 28 Hours
12152 10/12 – 12/7 Sa 9 a.m. – 1 p.m.

RSPE - PROFESSIONAL EXAM PREPARATION

FTCE General Knowledge All Inclusive Preparation
If you need to take all components of your Teacher Certification Exam, take this course! All classes are taught so that you learn everything in one fell swoop! This class is perfect for those who need extra study tips and refreshers in the General Knowledge Reading, Essay, Math, and English. Ask about our high success rate.

$205 | 30 Hours
13255 10/12 – 11/23 Sa 9 a.m. – 2 p.m.

TOEFL EXAM PREPARATION

Preparation Course for the TOEFL iBT
Students will prepare to meet the challenge of the new IBT TOEFL which involves an integrated approach to reading, listening, speaking, and writing tasks specific to an academic context. Included in the necessary skill sets are note taking and the synthesizing, paraphrasing, and summarizing of spoken and written information.

$163 | 28 Hours
14202 9/7 – 10/12 Sa 9:00 a.m. – 1:30 p.m.

REGISTER EARLY!
Great classes are often cancelled due to insufficient enrollment. We recommend registering at least two days before the start of the class. Register for your class today!

The cost of these non-credit programs is not funded by the state of Florida. The fees charged to students cover the cost of instruction.
HEALTH CARE CAREERS

CPR FOR HEALTH CARE PROVIDERS

CPR-BLS for Health Care Providers
The Basic Life Support course is designed to teach the skills of CPR (cardiopulmonary resuscitation) for victims of all ages, including ventilation with a barrier device, a bag-mask device and oxygen; use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). This course is intended for participants who provide health care to patients in a wide variety of settings, inside and outside of a hospital. The course is also designed for anyone who is required to take a health care provider course for employment.

$89 | 6 Hours
12234 9/21 Sa 8:00 a.m. - 2:30 p.m.
12236 11/24 Su 8:00 a.m. - 2:30 p.m.
13695 10/12 Sa 8:00 a.m. - 2:30 p.m.
13696 11/3 Su 8:00 a.m. - 2:30 p.m.

HEALTH CARE MANDATORY CE

Domestic Violence
This two-hour domestic violence course is required by the Florida legislature for all health care providers during each licensure period. This course satisfies that requirement and it will provide you with information on victim identification, procedures used to screen victims of domestic violence, methods and resources used in counseling.

$39 | 2 Hours
13619 10/19 Sa 8:30 - 10:30 a.m.

HIPAA - Health Insurance Portability and Accountability Act
This course has been designated for all health care providers who need to abide by the government regulations concerning privacy and anonymity of health care information.

$29 | 2 Hours
13642 10/19 Sa 10:45 a.m. - 12:45 p.m.

Heartsaver CPR/First Aid
The purpose of this course is to provide the layperson with the knowledge, skills and practice to successfully provide resuscitation to a victim and apply first-aid skills inside and outside a hospital setting.

$89 | 8 Hours
12882 9/14 Sa 8:00 a.m. - 4:30 p.m.

Heartsaver CPR AED for the Layperson
This course is designed to teach CPR and relief of foreign-body airway obstruction (FBAO) to all lay rescuers, especially security guards, police and lay responders responding to emergencies in the workplace. This course includes a variety of learning methodologies including a recorded presentation of the Chain of Survival and warning signs of cardiovascular emergencies, skills demonstration and practice, instructor-led discussion regarding signs of heart attack, cardiac arrest, stroke and choking, practice scenarios and peer practice sessions.

$69 | 4 Hours
14115 11/2 Sa 8 a.m. - Noon

HIV/AIDS in the Health Care Environment
This course will meet the four-hour requirement that most providers in health fields need. Topics include HIV/AIDS definitions, modes of transmission, high-risk groups, stages of HIV infection, testing and treatment for HIV, statistics, legal issues, confidentiality of the information, use of Universal Precautions, personal protective equipment, hand washing and other infection control procedures to prevent transmission of the virus.

$55 | 4 Hours
12249 10/26 Sa 8:15 a.m. - 12:15 p.m.

HIV/AIDS Update
This is a one-hour course to update health care providers about current issues in HIV/AIDS. In addition to furnishing current AIDS statistics and drug therapy information, this course allows participants to discuss topics such as sex education, mandatory testing, confidentiality and more.

$29 | 1 Hour
12250 10/26 Sa 10:15 - 11:15 a.m.

Occupational Exposure to Blood Pathogens (OSHA)
This course is designed to review the recommendations of The Occupational Safety and Health Administration (OSHA) for infection control. This course is provided to help reduce the health risk to workers whose duties involve exposure to blood or other potentially hazardous materials.

$39 | 2 Hours
13620 10/19 Sa 12:45 - 2:45 p.m.
The Language Center

Dynamic Instructors | Convenient Schedules

If you need to learn English or Spanish for work, practice Chinese for travel, or brush up on your Portuguese for that trip back to Brazil, MDC’s Language Center has the right program for you. We recognize that every student has different learning styles, so our courses are designed to meet your needs. In addition to regular group classes, we also offer private tutoring and contextualized language study for your company.

- English as a Second Language
- English Conversation
- Foreign Language
- Literature and Culture
- Writing
- American Sign Language

Call today to learn more! 305-237-0651
### COURSES AT AVENTURA CENTER
20445 Biscayne Blvd., Suite H6, Aventura, FL

<table>
<thead>
<tr>
<th>COURSE</th>
<th>DESCRIPTION</th>
<th>FEES</th>
<th>HOURS</th>
<th>DATES</th>
<th>TIMES</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INTERIOR DECORATING</strong></td>
<td></td>
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<tr>
<td><strong>Interior Decorating Level 1</strong></td>
<td>This course offers a broad introduction to Interior Design by incorporating the basic principles of, form and function. Students will learn the characteristics and application of color, light, surfaces and texture using collage techniques and to present their design concepts with the use of elevation drawings and presentation boards.</td>
<td>$153</td>
<td>16 Hours</td>
<td>15530 9/13 – 10/4 F 8 a.m. – Noon AVEN</td>
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<tr>
<td><strong>Interior Decorating Level 2</strong></td>
<td>This course offers students the opportunity to explore more in depth a variety of decorative elements geared towards residential planning and designing, with an emphasis on Classical, Tropical, Art Déco and Modern. Students will also be introduced to job-estimating fundamentals and calculating material usage.</td>
<td>$153</td>
<td>16 Hours</td>
<td>15531 10/18 – 11/8 F 8 a.m. – Noon AVEN</td>
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<tr>
<td><strong>REAL ESTATE INDUSTRY</strong></td>
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<td><strong>Community Association Manager License Exam Preparation (CAM - PRE 33)</strong></td>
<td>This 18-hour course fulfills the requirements to take the state exam and obtain the license to manage homeowner associations, condominiums, mobile homes and cooperatives.</td>
<td>$279</td>
<td>18 Hours</td>
<td>15525 9/20 – 10/25 F 9 a.m. – Noon AVEN</td>
<td></td>
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<tr>
<td><strong>Real Estate Sales Associate License Exam Preparation - Book Included</strong></td>
<td>This 63-hour state-required course will prepare you to sit for the state exam. Textbook included: Florida Real Estate Principles, Practices and Law, latest edition.</td>
<td>$397</td>
<td>63 Hours</td>
<td>15043 9/7 – 12/14 Sa 8 a.m. – 1 p.m. AVEN</td>
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<td><strong>TAX PREPARATION</strong></td>
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<td><strong>Corporate Income Tax Preparation</strong></td>
<td>This course provides participants with an understanding of the principles and limitations of corporate income taxes. Particular emphasis will be directed to the unitary business principle, the determination of apportion income, the apportionment formula, combined reporting and various other issues associated with income attribution and apportionment. It includes the following topics: pre-audit procedures, conducting unitary investigations, computing combined income, analyzing business/non-business income issues, computing state modifications, computing the combined apportionment factor, computing net operating losses and analyzing nexus issues.</td>
<td>$159</td>
<td>20 Hours</td>
<td>15527 11/15 – 12/13 F 8 a.m. – 1 p.m. AVEN</td>
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<tr>
<td><strong>Personal Income Tax Preparation</strong></td>
<td>Learn the fundamental requirements for filing a personal income tax return. Topics include requirements for filing an income tax return, dependents, taxable and nontaxable income, deductions and exemptions and tax credits. After completing this course, students will be able to complete a typical federal income tax return for individual taxpayers. This class does not use or cover any specific tax preparation software.</td>
<td>$159</td>
<td>20 Hours</td>
<td>15526 10/11 – 11/22 F 8 a.m. – 1 p.m. AVEN</td>
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<tr>
<td><strong>CITIZENSHIP EXAM PREPARATION</strong></td>
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<tr>
<td><strong>Citizenship</strong></td>
<td>Improve your English language skills and prepare to become an U.S. citizen. Through listening, speaking, reading and writing exercises, you will learn the skills and information necessary to succeed in the naturalization interview and citizenship exam.</td>
<td>$79</td>
<td>15 Hours</td>
<td>15528 9/6 - 10/4 F 9 a.m. – Noon AVEN</td>
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**REGISTER EARLY!**
Great classes are often cancelled due to insufficient enrollment. We recommend registering at least two days before the start of the class. Register for your class today!
ENGLISH PROGRAM

All students must take a free placement exam before they register for English classes.

Testing Hours
Monday-Thursday 8:00 a.m. - 5:45 p.m.
5:30 p.m. - 8:00 p.m.
Friday 8:00 a.m. - 3:00 p.m.
Saturday 9:00 a.m. - 11:30 a.m.

Spanish
Todos los estudiantes deben de tomar una prueba de nivelación gratis antes de registrarse para las clases de inglés.

Horario de Examen
Lunes-Jueves 8:00 a.m. - 5:45 p.m.
5:30 p.m. - 8:00 p.m.
Viernes 8:00 a.m. - 3:00 p.m.
Sabado 9:00 a.m. - 11:30 a.m.

English Conversation 1
Beginning class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.
$179 | 42 Hours
12136 9/10 - 10/24 TuTh 8 - 11 a.m. AVEN
12137 10/29 - 12/17 TuTh 8 - 11 a.m. AVEN
14185 9/9 - 10/23 MW 6 - 9 p.m. AVEN
14186 10/28 - 12/16 MW 6 - 9 p.m. AVEN

Intensive English 1
Some knowledge of English is recommended. You will build on your basic knowledge and improve your ability to speak and understand simple sentences in spoken and written English. You will understand structures for simple present, present continuous and simple past tenses in affirmative, negative and interrogative sentences.
$199 | 56 Hours
12247 8/27 - 10/17 TuTh 6:00 - 9:30 p.m. AVEN
12248 10/22 - 12/17 TuTh 6:00 - 9:30 p.m. AVEN
14719 9/7 - 12/14 Sa 8:00 a.m. - 12:30 p.m. AVEN

English Conversation 2
Intermediate class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.
$179 | 42 Hours
12138 9/10 - 10/24 TuTh 11 a.m. - 2 p.m. AVEN
12139 10/29 - 12/17 TuTh 11 a.m. - 2 p.m. AVEN

Intensive English 2
Learn to carry on simple conversations and read and write using more complex structures. You will learn to use past continuous and future tenses, as well as adjectives and adverbs.
$199 | 56 Hours
12140 9/9 - 10/23 MW 11 a.m. - 2 p.m. AVEN
12141 10/28 - 12/16 MW 11 a.m. - 2 p.m. AVEN

English Conversation 3
High-Intermediate class to develop basic communication skills through theme-based grammar exercises and role-play interaction in class.
$179 | 42 Hours
12142 9/9 - 10/23 MW 11 a.m. - 2 p.m. AVEN
12143 10/28 - 12/16 MW 11 a.m. - 2 p.m. AVEN

ESL Placement Exam
Assessment to determine student’s English proficiency to be placed in the proper class.
FREE | 2 Hours
15285 8/26 - 12/20 Noon - Noon AVEN

Accent Reduction - Beginners
Improve your pronunciation by practicing the phonetic patterns of American English.
$139 | 28 Hours
14188 9/3 - 10/22 Tu 6:00 - 9:30 p.m. AVEN
14196 10/29 - 12/17 Tu 6:00 - 9:30 p.m. AVEN

The cost of these non-credit programs is not funded by the state of Florida. The fees charged to students cover the cost of instruction.
Intensive English 3
Learn to express yourself well by using a variety of verb tenses and phrasal verbs. You will understand and use the present and past perfect tenses.

$199 | 56 Hours
12224 8/26 – 10/21 MW 6:00 – 9:30 p.m. AVEN
12225 10/23 – 12/18 MW 6:00 – 9:30 p.m. AVEN
15031 9/7 – 12/14 Sa 8:00 a.m. – 12:30 p.m. AVEN

$299 | 84 Hours
12226 9/3 – 10/21 MTuWTh 8 – 11 a.m. AVEN
12227 10/28 – 12/17 MTuWTh 8 – 11 a.m. AVEN

Intensive English 4
Review structures from previous levels and learn more sophisticated structures. You will practice the passive voice, embedded questions, tag questions, reported speech and modals.

$199 | 56 Hours
12231 8/26 – 10/21 MW 6:00 – 9:30 p.m. AVEN
12232 10/23 – 12/18 MW 6:00 – 9:30 p.m. AVEN

$299 | 84 Hours
13090 10/28 – 12/17 MTuWTh 8 – 11 a.m. AVEN
13734 9/3 – 10/21 MTuWTh 8 – 11 a.m. AVEN

Intensive English 5
In this advanced level course you will continue to develop your English language skills through speaking, listening, reading and writing activities. Additional vocabulary will be introduced

$199 | 56 Hours
12237 8/26 – 10/21 MW 6:00 – 9:30 p.m. AVEN
12238 10/23 – 12/18 MW 6:00 – 9:30 p.m. AVEN

$299 | 84 Hours
12239 9/3 – 10/21 MTuWTh 8 – 11 a.m. AVEN
12240 10/28 – 12/17 MTuWTh 8 – 11 a.m. AVEN

Intensive English 6
In this advanced level course you will continue to develop your English language skills through speaking, listening, reading and writing activities. Additional vocabulary will be introduced

$199 | 56 Hours
12245 8/26 – 10/21 MW 6:00 – 9:30 p.m. AVEN
12246 10/23 – 12/18 MW 6:00 – 9:30 p.m. AVEN

$299 | 84 Hours
12669 9/3 – 10/21 MTuWTh 8 – 11 a.m. AVEN
12670 10/28 – 12/17 MTuWTh 8 – 11 a.m. AVEN

Let’s Talk - Beginners
Practice English listening and speaking skills in this dynamic, interactive conversation class. Use the vocabulary, idioms, and phrases needed to communicate effectively socially and at work. Video clips and websites create context for real-life, timely conversations. “Let’s Talk” courses provide the communication tasks and conversation practice needed to achieve English fluency.

$50 | 9 Hours
13091 9/6 – 9/20 F 10 a.m. – 1 p.m. AVEN
13092 10/4 – 10/18 F 10 a.m. – 1 p.m. AVEN
13093 11/8 – 11/22 F 10 a.m. – 1 p.m. AVEN
13094 12/6 – 12/20 F 10 a.m. – 1 p.m. AVEN

FOREIGN LANGUAGES

French Conversation - Intermediate
Practice the French you have already learned and increase your vocabulary in this low-level conversation class. Topics include travel, French culture, art, music, recreation, and much more. You will build on your basic knowledge and be able to speak for 2 or 3 minutes on a given topic, express opinions, agree or disagree, ask for and give advice.

$179 | 42 Hours
12429 9/14 – 12/14 Sa 9:00 a.m. – 12:30 p.m. AVEN

Spanish Conversation - Beginners
Learn the essential techniques of conversational Spanish in this course which includes an emphasis on vocabulary development, idiomatic expressions, and pronunciation. Role-playing and group activities to prepare you for daily conversational situations. You will learn to communicate in Spanish as it is used by ordinary native speakers while also becoming accustomed to the way native speakers speak in real (casual) Spanish dialogues. All explanations are followed by examples of and in practical Spanish language.

$169 | 42 Hours
12430 9/12 – 12/19 Tu 6:30 – 9:30 p.m. AVEN

Spanish Conversation Advanced
Continue improving your Spanish conversational skills, fluency and vocabulary. Come prepare to class to talk for 3-5 minute on a current topic of interest and discuss with fellow students. This course is conducted entirely in Spanish and students are encouraged to use descriptions and gestures to describe an unknown word. Course prerequisite: Spanish 4 or fluency.

$159 | 28 Hours
12431 9/7 – 10/12 Sa 8:00 a.m. – 12:30 p.m. AVEN
13683 10/19 – 12/14 Sa 8:00 a.m. – 12:30 p.m. AVEN

Spanish Conversation Intermediate
Continue practicing Spanish dialogues while reinforcing skills such as expressing ideas, needs, and wants. You will also focus on broader issues from our Hispanic culture. In this conversational course you will engage in role-play and dialogue exercises that mimic everyday situations and will help you when traveling or living in Spanish-speaking countries or dealing with Spanish speaking people in the United States. All explanations are followed by plenty of practical examples in natural Spanish language.

$179 | 42 Hours
13344 9/17 – 12/17 Tu 6:30 – 9:30 p.m. AVEN

AQUATIC CERTIFICATION AND SAFETY COURSES

Certified Pool/Spa Operator
Join our excellent CPO 16-hour course from the National Swimming Pool Foundation, the only nationally recognized certification program, which covers pool and spa chemistry, testing, treatment, filtration, maintenance and government requirements.

$335 | 16 Hours
15524 11/1 – 11/22 F 8 a.m. – Noon AVEN
PAYMENT METHODS

In Person  Visit the campus. Pay by check, cash, money order, or credit card. Cash payments are accepted only at the Bursars office during office hours.

Mail Enclose a check or money order payable to Miami Dade College. Mail it with the completed form to the campus location (see address on the right).

Web Log on to www.mdc.edu/ce/north. Pay with credit card or e-check.


PERSONAL INFORMATION

Please type or clearly print the requested information.

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CAMP/CLASS SELECTION

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Total Fees Enclosed ____________________________
Join our swimming program at the North Campus with certified American Red Cross instructors
(Read more on page 6)

- Learn to Swim for Children and Adults
- Parent and Child Aquatics
- Private Lessons

For more information, please call us at 305-237-1019